



JEFFERSON COUNTY COUNTY ADMINISTRATOR

Website: jeffersoncountywi.gov

***REVISED 02-27-2018**

**"Jefferson County: Responsible government
advancing quality of life"**

BEN WEHMEIER
County Administrator

TAMMIE JAEGER
Administrative Secretary

MEMORANDUM

TO: Editors

FROM: Ben Wehmeier, County Administrator

DATE: February 21, 2018

SUBJECT: JEFFERSON COUNTY Meetings – Week of February 26, 2018

Monday February 26, 2018	Planning and Zoning Committee Board of Canvassers Canvass votes cast at the February 20, 2018 Primary & Draw by lot candidate ballot placement	8:30 a.m. 8:30 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 203, Jefferson Jefferson County Courthouse 311 S. Center Ave, Rm 109, Jefferson
Tuesday February 27, 2018	Highway Committee Board of Canvassers Re-convene to count, tally and/or reject any late arriving absentee & provisional ballots received after Election Day	8:00 a.m. 8:30 a.m.	Highway Committee Room 1425 S. Wisconsin Ave, Jefferson Jefferson County Courthouse 311 S. Center Ave, Rm 109, Jefferson
Wednesday February 28, 2018	Administration and Rules Committee Criminal Justice Collaborating Council (CJCC) Board of Health *Jefferson County Library Board	8:30 a.m. 12:00 p.m. 1:00 p.m. 5:00 p.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 112, Jefferson Jefferson County Courthouse 311 S. Center Ave, Rm 202, Jefferson Health Department Conference Room 1541 Annex Rd, Jefferson Dwight Foster Public Library 209 Merchants Ave, Fort Atkinson
Thursday March 1, 2018	Fair Park Committee	8:00 a.m.	Fair Park Activity 503 N. Jackson Ave, Jefferson
Friday March 2, 2018	No Scheduled County Meetings		
Saturday March 3, 2018	No Scheduled County Meetings		
Sunday March 4, 2018	No Scheduled County Meetings		

AGENDA
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE
DECISION MEETING

Steve Nass, Chair; Greg David, Vice-Chair; Don Reese, Secretary; Amy Rinard; George Jaeckel

ROOM 203, COUNTY COURTHOUSE
311 S. CENTER AVE., JEFFERSON, WI 53549
8:30 A.M. ON FEBRUARY 26, 2018

1. **Call to Order**
2. **Roll Call (Establish a Quorum)**
3. **Certification of Compliance with the Open Meetings Law**
4. **Approval of the Agenda**
5. **Public Comment (Not to exceed 15 minutes and not to include petitions slated for decision-members of the public who wish to address the Committee on specific agenda items must register their request at this time)**
6. **Approval of January 29, February 9 and February 15 Meeting Minutes**
7. **Communications**
New Hire
8. **January Monthly Financial Report for Land Information Office-Andy Erdman**
9. **February Monthly Financial Report for Zoning-Matt Zangl**
10. **Discussion and Possible Action on 2017 Wisconsin Act 67 Relating to Conditional Use Permits and Other Zoning and Land Use Regulations**
11. **Discussion and Possible Action on Director of Planning and Zoning's Authority to Extend Zoning Amendment Deadlines**
12. **Discussion and Possible Action on Request by Tim Otterstatter to Extend the Zoning Amendment Deadline for R3939A-16, Approved by County Board on November 28, 2016**
13. **Discussion and Possible Action on Petitions Presented in Public Hearing on February 15:**

FROM INDUSTRIAL TO A-3, AGRICULTURAL/RURAL RESIDENTIAL

R4037A-18 – Eugene Gutzmer Jr: Rezone to create a 2.307-acre A-3 zone around the home at **N462 County Road N** from PIN 004-0515-3222-000 (28.305 Acres) in the Town of Cold Spring.

FROM A-1, EXCLUSIVE AGRICULTURAL TO A-3, AGRICULTURAL/RURAL RESIDENTIAL

R4038A-18 – Loren Lindl (ADL Properties, LLC)/Roger Britzke Property: Create a 1.1-acre vacant building site on the west side of **Haas Road**, Town of Hebron, from part of PIN 010-0615-2744-000 (40 Acres).

R4039A-18 – Loren Lindl (ADL Properties, LLC)/Roger Britzke Property: Create a 2.2-acre farm consolidation lot around the home and buildings at **N2976 Haas Road**, and create a 1.1-ac vacant building site adjacent, both from PIN 010-0615-2744-000 (40 Acres) on the east side of Haas Road in the Town of Hebron.

R4040A-18 – Joe Kennedy/Ashling Hills Farm LLC Property: Rezone to create two, 1.2-acre vacant building sites on **McMillen Road** in the Town of Koshkonong from part of PIN 016-0514-3341-000 (40 Acres).

R4041A-18 – John & Natalie Kutz/D&S Kutz Joint Revocable Trust Property: Create a 2.2-acre vacant building site from part of PIN 016-0614-3512-001 (30 Acres) on **Kutz Road** in the Town of Koshkonong.

R4042A-18 – Jennifer Martin: Create a 4 acre lot around the home and buildings at **N4435 County Road G** in the Town of Oakland from part of PIN 022-0613-1211-000 (32.07 Acres).

R4043A-18 – Wilkes LLC: Create a 1-acre lot around the home at **W9521 Waterloo Road** on PIN 030-0813-1821-000 (38.023 Acres) in the Town of Waterloo.

R4044A-18 – Wilkes LLC: Create a 1-acre lot around the home at **N7841 Geise Lane** in the Town of Waterloo from part of PIN 030-0813-2942-000 (40.5 Acres).

CONDITIONAL USE PERMIT APPLICATION

CU1939-18 – Todd Crawley & Jennifer Blossom: Conditional use to allow up to 15 dogs in an A-3, Agricultural/Rural Residential zone at **N6304 Coffee Road** in the Town of Farmington, on PIN 008-0715-1523-002 (2.05 Acres).

14. Possible Future Agenda Items

15. Upcoming Meeting Dates

March 9, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203

March 15, 7:00 p.m. – Public Hearing in Courthouse Room 205

March 26, 8:30 a.m. – Decision Meeting in Courthouse Room 203

April 13, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203

April 19, 7:00 p.m. – Public Hearing in Courthouse Room 205

April 30, 8:30 a.m. – Decision Meeting in Courthouse Room 203

16. Adjourn

If you have questions regarding the petitions, please contact the Zoning Department at 920-674-7131. Petition files referenced on this agenda may be viewed in Courthouse Room 201 between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday, excluding holidays. Materials covering other agenda items can be found at www.jeffersoncountywv.gov.

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 at least 24 hours prior to the meeting so that appropriate arrangements can be made.

A digital recording of the meeting will be available in the Zoning Department upon request.



Agenda

Jefferson County Highway Committee Meeting

Tuesday, February 27, 2018

8:00 A.M.

Committee Room

1425 Wisconsin Drive

Jefferson, Wisconsin 53549

Committee Members: Don Reese-Chairman, Ron Buchanan-Vice
Chairman, Mike Kelly-Secretary, James Braughler,
Blane Poulson

Highway Commissioner: William T. Kern

AGENDA

1. Call meeting to order
2. Roll Call
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Public Comment (Members of the Public who wish to address the Committee on specific agenda items must register their request at this time)
6. Approve minutes from January 30, 2018 Highway Committee meeting
7. Communications
8. Old Business a. Update on satellite shop progress
9. New Business a. Discuss monthly financial account summary (YTD)
10. Highway Operations Report
11. Review and approve vouchers
12. Set Next Meeting Date (March 27, 2018 – 8:00 a.m.)
13. Adjourn

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made

AGENDA

Administration & Rules Committee

**Jefferson County Courthouse
311 S. Center Avenue
Jefferson, WI 53549**

Wednesday, February 28, 2018, Room 205, 8:30 a.m.

Committee Members

Amy Rinard, Chair; Jim Braughler, Vice-Chair; Steve Nass, Secretary; Jennifer Hanneman; Jim Schroeder

1. Call to Order
2. Roll Call
3. Certification of Compliance with Open Meetings Law
4. Review of Agenda
5. Public Comment (Members of the public who wish to address the committee on specific agenda items must register at this time)
6. Approval of January 31, 2018 committee meeting minutes
7. Approval of February 13, 2018 county board minutes
8. Communications
9. Discussion with legal counsel on the status of County Board committees between the organizational meeting and the Chair making permanent committee appointments
10. Discussion and possible action on county board rules
11. Discussion and possible action on county board supervisor orientation topics
12. Discussion and possible action on amending the official newspaper specifications to include publishing of the county weekly meeting notice
13. Discussion and possible action on bids for the official newspaper 2018-2020 and recommendation to the County Board
14. Review of County Clerk staffing level request
15. Discussion of department annual reports
16. Financial reports (December)
 - a. Clerk of Courts
 - b. Corporation Counsel
 - c. County Administrator
 - d. County Board
 - e. County Clerk
 - f. Register of Deeds
17. Update on Strategic Plan
18. County Administrator's monthly report
19. Discussion and possible action on tentative future meeting schedule and agenda items.
20. Adjourn

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Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

Committee Members

William F. Hue
Circuit Court Judge

Dwayne Morris
County Board Supervisor

Susan Happ
District Attorney

Paul Milbrath
County Sheriff

Carla Robinson
Clerk of Courts

John David
Mayor – City of Watertown

Jeffrey De La Rosa
Public Defender's Office

Brian Dykstra
Department of Corrections

Ben Wehmeier
County Administrator

Kathi Cauley
Human Services Director

J. Blair Ward
Corporation Counsel

Lynn Forseth
Literacy Council Executive Director

Dale Lutz
Captain - Jefferson Police Dept.

Barbara LeDuc
President/CEO-Opportunities, Inc.

Michael Wallace
President/CEO-Fort Healthcare

Gail Scott
Health Dept. Director

Kendall Wick
Asst. Corporation Counsel

AGENDA

JEFFERSON COUNTY CRIMINAL JUSTICE COLLABORATING COUNCIL (CJCC)

Jefferson County Courthouse – **Room #202**

311 S. Center Avenue

Jefferson, WI 53549

Wednesday, February 28th, 2018 at 12:00 noon

1. Call to order.
2. Roll call.
3. Certification of compliance with the open meetings law.
4. Review and approve minutes from January 24, 2018 meeting.
5. Public comment. (Members of the public who wish to address the committee on specific agenda items must register their request at this time)
6. Report from CJCC/Treatment Coordinator (Holler).
7. Update on Jefferson County Alcohol Treatment Court (JCATC) & Jefferson County Drug Treatment Court (JCDTC) outcomes. (Kristy Gusse)
8. Update on Secure Continuous Remote Alcohol Monitor (SCRAM) and Remote Breath. (Kristy Gusse)
9. Updates on Recidivism Council. (Forseth)
10. Update on monthly jail data. (JESO)
11. Discussion and possible action on Stepping Up Initiative Resolution. (Captain Scott)
12. Discussion on April Planning Meeting
13. Future meeting dates:

March 28, 2018	12:00 noon
April 25, 2018	12:00 noon
14. Future agenda items.
15. Adjourn.

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Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.



Jefferson County Health Department

1541 Annex Road ♦ Jefferson, WI 53549 ♦ 920-674-7275 (Phone) ♦ 920-674-7477 (FAX)

www.jeffersoncountywi.gov

Jefferson County Board of Health Agenda

Health Department Conference Room

1541 Annex Road, Jefferson, WI 53549

Wednesday, February 28, 2018

1 p.m.

Board Members

Marie Wiesmann, RN, BSN, Chair; John McKenzie; Vice-Chair, Ed Morse, Secretary; Dick Schultz; Don Williams, MD

1. Call to order
2. Roll Call/Establishment of a Quorum
3. Certification of Compliance with the Open Meetings Law
4. Approval of the Agenda
5. Approval of Board of Health Minutes for November 29, 2017 Meeting
6. Communications
7. **Public Comment** (Members of the Public who wish to address the Board on specific agenda items must register their request at this time)
8. **Review of Health Department Financial Report**
 - a. Review and Discussion of Income Statement
 - b. Review and Discussion of MOU with Jefferson Veterinary Clinic and Approval of Fees
 - c. Discussion and Possible Action to Amend the Budget to include \$1,000 funds from the Children's Health Alliance of Wisconsin for the Healthy Smiles for Moms and Babies Project
 - d. Discussion and Possible Action on Fees for Injections
9. **Operational Update of the Environmental Health Program**
10. **Discussion of Public Health Preparedness Program**
 - a. Recent Exercises and Meetings
11. **Discussion of Public Health Program**
 - a. Review of Statistics
 - b. Review of Communicable Disease Cases Reported
 - c. Parents as Teachers Program Update
 - d. Fort HealthCare Summit Presentation
 - e. Community Health Improvement Plan Update
12. **Discussion of Health Department Monthly Report**
13. **Board of Health Meeting Date Changes - May 30, 2018 and Schedule November Meeting**
14. **Adjourn**

Next Scheduled Meetings: All Wednesdays – May 30, August 22, 2018

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 24 hours prior to the meeting so appropriate arrangements can be made.

Jefferson County Library Service

% Dwight Foster Public Library
Mailing Address: 209 Merchants Avenue
Fort Atkinson, WI 53538

Jefferson County Library Board Meeting

Meeting Location:
Dwight Foster Public Library
209 Merchants Avenue
Fort Atkinson, WI **53538**
Tuesday, February 28, 2018
5:00 p.m.

Agenda

1. Call to Order and Introductions
2. Approval of Minutes of November 28th, 2017 Meeting
3. Comments from the Public
4. Correspondence
5. Administrator's Report – Eric Robinson
6. Report from Library System Representative
7. Report from Library System Director – Connie Meyer
8. New Business
 - a. Selection of 2018 County Resource Library – **Action**
 - b. Consideration of 2017 Jefferson County Library Service State Annual Report – **Action**
 - c. Election of Officers for 2018 – **Action**
9. Old Business
 - a. Planning for 2018: County Library Service Plan needs to be updated. **Members will read thru and make sure the Plan is in sync with their plan** - Discussion
10. Reports from County Libraries
11. Future Meeting Dates
12. Other
13. Adjournment

Fair Park Committee Agenda

Jefferson County

Jefferson County Fair Park
Activity Center
503 N. Jackson Avenue
Jefferson, WI 53549

Date: Thursday, March 1, 2018

Time: 8:00 am

Committee members:	Poulson, Blane (Chair)	Buchanan, Ron
	Foelker, Matthew (Vice Chair)	Hall-Kind, Debra
	Hanneman, Jennifer (Secretary)	Kutz, Russell
		Steindorf, Kathleen

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with Open Meetings Law
4. Approval of the agenda
5. Approval of Fair Park Committee minutes of February 1, 2018
6. Communication
7. Public Comment
(Members of the public who wish to address the Committee on specific agenda items must register their request at this time)
8. Review of Community Feedback & Suggestions on Fair Operations
9. Discussion and possible action on 2018 Fair Exhibitor Rule Book
10. Discussion and possible action on the Fair Park Signage Policy
11. Discussion on how to improve and increase non-fair events
12. Discussion and possible action on Marketing Partnerships and Sponsorships
13. Review of Financial Report
14. Review of Supervisor's Report
15. Review of Office Report
16. Discussion and possible action on future meeting schedule and agenda items
17. Adjourn

Next scheduled meetings:

Regularly scheduled meetings in the Activity Center Conference Room at
8:00 a.m. on the 1st Thursday of the month:

April 5, 2018

May 3, 2018

June 7, 2018

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at this meeting should contact the County Administrator 24 hours prior to the meeting at 920/674-7101 so appropriate arrangements can be made.